

E-Sign Mad Dog Project

5/8/01 Weekly Meeting Minutes

1:00 – 2:00 ROB Room 5009

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| Attendees: | CIO/Innovations – Neil Sattler CIO/ECAD – Steve Allison DCS – David Yang OGC – Ron Sann Mod Partner – Yateesh Katyal, Jake Brody, Brian Fuller, Heather Burke |
| Topics Covered | <p>Mad Dog Project Update</p> <ol style="list-style-type: none"> 1) <u>5/15 IRB Update</u>. Mad Dog team will submit documentation to give back approximately \$1.3 million of the Modernization funds originally requested in the E-Sign Business Case. Mod Partner will give Innovations the form needed to make this official. 2) <u>GAO Review</u>. New issue added to our project schedule. GAO will review the eMPN project as part of a House Budget task to review e-projects at SFA. Kick-off meeting to determine the scope of their review will be scheduled for next week. Parts of our documentation effort should help with this review. 3) <u>Documentation Deliverables</u>. <i>Hot Issue</i> – biggest push is the Cost Benefit Analysis (CBA). Asked DLO, DLS, DLC, DCS to validate the process diagrams and associated costs/savings for this. Will be important to complete CBA to help answer the GAO Review. 4) <u>Certification & Accreditation</u>. Have a lot of work to do in a short period of time on this because information resources haven't been responding to our requests. Will be a push to move this part of the Mad Dog along. 5) <u>5/3 FFEL E-Sign Town Hall</u>. 100+ FFEL community members attended. Greg Woods kicked off the meeting followed by John Reeves. SFA presented what the Standards and what they mean to FFEL and what the NCS PIN Authentication Service is. 6) <u>5/14 Education Finance Council (EFC)</u>. Neil Sattler and Andy Boots will present. 7) <u>5/18 Post-secondary Education Standards Council (PESC)</u>. Jeff Baker will present. Other Mad Dog members will attend (Sattler). <p>Workgroup Updates</p> <ol style="list-style-type: none"> 1) <u>Legal/Policy</u>: <ol style="list-style-type: none"> a) System of Records Notification. Hottest item for PDD/OGC. Federal Privacy Act generates this notification requirement. This notification must be published or else criminal and civil liabilities could be faced. OGC is discussing issue with the privacy lawyers. OGC can provide a model document to follow, but need to decide who will complete it. OGC will push publication with OMB once SFA completes it. (Kolotos) 2) <u>Technology Update</u>: none 3) <u>Business Processes</u> <ol style="list-style-type: none"> a) DLO, DLC, DLS. No update. Validation of eSign flow diagram and cost/benefits needed. b) PIN. NCS Commercial Agreement and Pricing is expected today. FFEL industry is looking for input on SFA PIN customer service standards and system responsiveness, etc. CIO/ECAD will help with this request for information. c) DCS. Working on Cost-Benefits process diagrams. |
| Action Items | <ul style="list-style-type: none"> • Give IRB funds change form to Sattler (Mod Partner-Brody) • Discuss Privacy Act issue with Boots (Sattler). Assign lead for completing eMPN System of Record Notification (PDD/DLO). • GAO Review Kick-Off Meeting (Sattler/Beavers) • Give project plan updates/corrections to Cost-Benefit flows to heatherburke@kpmg.com (All) • Give Sattler SFA PIN service metrics (CIO/ECAD) |
| Agenda Items for Next Meeting | <ul style="list-style-type: none"> • Tuesday, 5/15/01 1:00 – 2:00 ROB3 (Room 5009) Weekly Mad Dog Status Update. • All e-sign documents are available in Outlook under: Public Folders > All Public Folders > OSFA > OCIO > Innovations > E-ID Mad Dog. |

